



BIG MOUNTAIN SEWER DISTRICT

PO Box 1252
Whitefish, Montana 59937

Board of Directors Meeting May 7th, 2020 3:00 PM Mt. Jackson Room, Base Lodge

1. CALL TO ORDER

Meeting was called to order at 3:00 PM. Board members in attendance were Bob Lund, David Ruoff, Brad Kincaid, Jen Sato. Absent Sandie Carpenter. Also present was Dan Kramer, Bob Riso, Jason Hanchett, Katie Capon and Paul Montgomery.

2. INTRODUCTIONS

Ruoff introduced Dan Kramer and Paul Montgomery to all in attendance.

3. PUBLIC COMMENT: none

4. PRESENTATIONS

- a. Paul Montgomery
 - 1) Discussed pursuing Grants
 - 2) Discussed Infiltration Work
 - 3) PERS (Preliminary Engineering Report Summary) status

5. REVIEW OF MINUTES

Lund asked for corrections to the minutes from the meeting held January 21, 2020. There were none. Ruoff made a motion to approve the minutes. Seconded by Kincaid. Motion carried unanimously.

6. FINANCIAL REVIEW

No financial statements or bank reconciliations were reviewed due to vacant Administrative Manager Position since January 2020.

The status of audited financial statements was questioned by Montgomery Associates work on grant submissions for the district. Doyle & Associates will prepare the FY2020 review at the end of the fiscal year. Time frame has yet to be determined.

7. OLD BUSINESS

a) Motion to approve Katie Capon as Administrator was proposed by Ruoff and unanimously passed by all in attendance.

b) County election results: Jen Sato, Dave Ruoff and Brad Kincaid were elected new board members.

c) Board Committee for City of Whitefish report. Ruoff provided an update on meetings with Craig Workman. Jason Hanchett gave a maintenance report. Manhole replacement that occurred last summer below Riso's has warranty issues and is being addressed with Cutting Edge Excavation. Areas are being monitored for effluent flow to gauge where the most infiltration is occurring. Meter stations being monitored daily. Motion was made by Ruoff to approve Maintenance Report. It was seconded by Lund and carried unanimously.

8. NEW BUSINESS

a) This fiscal year the district will be applying some new procedures that will change the assessments for some property owners. There are state mandated procedure steps required. As a key step to these procedures Ruoff proposed a motion to create the Resolution of Intent for a rate increase. The motion was not seconded. There was discussion by Kincaid and Kramer that the specific rate increase numbers have to be known before the Resolution of Intent can be passed by the board.

b) 3868 Gelande Street- Gail Goodwin requested a deadline extension for the work promised by her agreement with the district. Her contractor has been delayed by the mountain's logging operation which kept the road open. Kincaid said the logging will be completed this month. He made a motion to give her a 30-day extension. Motion was seconded by Ruoff and carried by all in attendance.

c) Board Reference Materials: not discussed

d)Zoning History for District: not discussed

e) District application for grants: Ruoff explained that the cost of repair to the infrastructure would either be paid for by grants/rate increase, loans (possible both). Applications for grants use in-depth details of the district operation, finances, and administrations. **Paul Montgomery Report:** He provided the board with definitive advice on what resolutions are specifically needed for the current grant submissions.

i. Resolution to submit Renewable Resource Grant (RRGL). Riso so moved. Ruoff moved to approve. Kincaid seconded. Motion passed unanimously.

ii. Resolution to Treasure State Endowment Program (TSEP) for \$500,000.00. Riso so moved. Kincaid moved to approve. Ruoff seconded. Motion passed unanimously.

iii. Resolution to commit local reserves up to \$150,000.00. Motion by Riso. Ruoff moved to approve. Kincaid second. Motion passed unanimously.

Paul discussed the possible impact on district budget and reserves from these grants. He made a point that the money would not be available to spend until spring 2021.

Today Paul was on the mountain working with Jason on the I&I inspection. He has some new manholes he has identified recently. The total linear feet of the I&I camera work has increased from approximately 6900' to 7900'.

Comments: Kincaid asked for better communications among the board. He wants to make sure that all information is sent out timely and that everyone is kept in the loop.

10. **Next Meeting**

An email will be sent out soon to decide on the next meeting date in June, usually the 3rd week in June.

